

COMMISSIONERS APPROVAL

GRANDSTAFF *Cg*

ROKOSCH

THOMPSON *AT*

CHILCOTT *gc*

DRISCOLL *LD*

PLETTENBERG (Clerk & Recorder)

Date.....February 5, 2008

Members Present.....Commissioner Carlotta Grandstaff,  
Commissioner Jim Rokosch, Commissioner Alan Thompson, Commissioner Greg  
Chilcott and Commissioner Kathleen Driscoll

Minutes: Beth Perkins

► The Board met to discuss the Rewards Incentive Program for Work Place Safety with Phil Riley.

Phil stated they brought in each individual department safety committee for a viable program on a monthly basis. They have put together monthly incentive prizes of county emblem clothing or gift certificates for local businesses in Hamilton. At the end of the year, then they would give out a grand prize in the value of \$500. Phil discussed the prize being a gym membership or gift certificate. Each individual employee name would be put into a drawing for three prizes per month. The cost would be \$4,200 per year for prizes and the safety committees would be the overseers of the program.

Phil presented a breakdown for the awards both monthly and quarterly for comparison. Commissioner Chilcott stated the cost would be deducted from the general commission budget line item. He would like to focus the incentives on the higher exposed offices such as Road Department and Sheriff's Office. Commissioner Rokosch suggested starting out with the \$4,200 per year and then beef it up a little for an additional incentive to administrative employees. Commissioner Driscoll stated there needs to be a balancing point for all departments. Commissioner Chilcott stated the balance of high risk and working safely needs immediate gratification to continue in a safe work environment. Board discussion followed regarding the types of rewards to be issued.

**Commissioner Rokosch made a motion to adopt the Rewards Incentive Program for Work Place Safety with monthly incentives not to exceed \$4,200 per year. Commissioner Chilcott seconded the motion, all voted 'aye'.**

Phil asked the Board when the program should be implemented. Commissioner Chilcott replied by the end of February.

► The Board met for an update with the Impact Fee Advisory Committee. Present were John Meakin, Candace Jerke, John Horat, Mark Gantt, Bob Harkin and Richard Ellis.

John Meakin stated the Impact Fee Advisory Committee has been working this past year on impact fees starting with schools. The impact fee law for Montana is complex. John Meakin gave a background of how the information was obtained to base their findings. He stated they have talked to Lone Rock School District as well as other school districts regarding impact fees. They were not very receptive as first and then after the presentation, they were in favor of the fees.

Bob Harkin started the power point presentation with the make up of the Impact Fee Advisory Committee by statute of MCA 7-6-1601 through 7-6-1604. John explained the responsibilities of the Committee and stated this is a work in progress. He welcomed any suggestions or comments from the Board.

John Meakin stated the Committee has worked to educate what impacts fees are to the school districts and individuals. There has been a multitude of misinformation regarding the impact fees. The impact fee is intended to minimize the initial financial impact on public services caused by new residents. This is a growth related fee. Impact fees may only be used for capital improvements that have a shelf life of ten years or more. Fees may not be used for operating expenses or maintenance and repair costs.

John Meakin stated a builder or developer of residential housing located in one or more of the Impact Fee local districts would pay the impact fee. Typically, the fee is paid by the developer, who in turn will likely include the fee in their calculated price of the new home or other building. Commissioner Grandstaff asked if fees could be collected for the Road Department. John replied you would to have a road improvement district in order to collect fees. Commissioner Driscoll asked about low income housing impact fees. John replied it would have to be fact based to be able to implement it. Commissioner Driscoll expressed her concern for people who could not afford the fees for as low income housing.

John stated Impact Fees are an additional and potentially significant funding source for Districts in Ravalli County. Impact Fees decrease reliance on more traditional funding such as property taxes. By Code, Impact Fees in Ravalli County will be collected no earlier than the date of sewer connection or issuance of a septic permit or the date when a building permit is issued.

John discussed the application process for an Impact Fee. The Board of the service district has to apply and then submit to a consultant. Once the consultant has completed the Impact Fee Report, the Committee will analyze the Report with the Capital Improvement Plan for compliance. He stated the last step bringing it forward to the Board

of County Commissioners for review and final action to the guidelines for the Impact Fee application is one of the very first steps in the process prepare or update your Capital Improvement Plan (CIP) ensuring that the specific information required by the Code is included. The CIP is usually prepared by an outside consultant, but can be prepared in-house if the resources are available. The CIP should list all of the qualifying capital improvements together with the position of the building or other asset in its life-cycle. Calculation of the proposed Impact Fee should include all qualifying Capital Improvement costs including the cost of the owned land. The costs of excess Capital Improvements acquired or constructed in anticipation of future growth can be recovered in these costs in the Impact Fee request. John stated you can't use them for operating or maintenance costs, remodeling or expansion of an existing facility unless the expansion is due to the impact of growth costs or correction of existing deficiencies in a facility. It can only be spent on qualifying Capital Improvements and deposited into an interest bearing account.

Richard stated in effectively evaluating the reports done, they had found lots of things required by the law not provided the reports. John added there are some things to not be included to establish an impact fee. The calculations listed are the determining factor.

Commissioner Driscoll stated she has looked at the law for impact fees. She asked if information would be compiled before going to the legislature. John replied George Corn attempted to make some changes to this law at the legislature and was turned down. He was told it won't be considered until 2009. John stated he is going to make an appointment to see George for his information prior to 2009.

Commissioner Grandstaff requested the steps the Board of County Commissioners has to follow to adopt the ordinance. John replied an impact fee report would not need to be done for the Board of County Commissioners. He suggested developing a countywide ordinance to adopt impact fees which could be done at anytime. The first step is to create the language for the ordinance. The Capital Improvements Plan would be part of the impact fee study. Commissioner Grandstaff asked if the Board of County Commissioners has to put the Capital Improvements Plan into effect before the impact fee study. John replied no. Board discussion followed regarding the steps necessary to adopt an ordinance.

Commissioner Rokosch thanked the Impact Fee Advisory Committee for its hard work and tremendous effort. He asked if there were any restrictions for the timeframe for the CIP. John replied there could be but it has to be brought up to date with this statute. In ten years, things change with the infrastructures. Commissioner Driscoll used the potential new high school for Corvallis for an example and asked how it would come into play. John Horat replied the idea is to move the Corvallis Elementary School into the Corvallis Middle School, the Corvallis Middle School into the existing Corvallis High School and then build a new Corvallis High School. This is because of the number of the students increasing and it is a huge impact because of growth. Commissioner Rokosch suggested contacting the Corvallis School District regarding the number of students increasing from outside the school district.

Commissioner Rokosch asked within the code, can the Board establish a differential impact fee with SB 185. John Meakin replied it is not forbidden but it is common sense to meet the nexus and follow the rules regarding discrimination. Commissioner Rokosch asked if by having a differential impact fee, could they expand a sewer district. John recommended having a joint meeting with the school district and the sewer district since it is their impact fee and it directly affects them.

Commissioner Chilcott thanked the Impact Fee Advisory Committee for their hard work. He stated the Ravalli County Commissioners had met with Missoula County Commissioners to discuss the Missoula Impact Fee Study. There was discussion about the latitude with the fees and how the Board doesn't have to adopt the fees from the consultants. He discussed the requirement for school districts to have to adopt the fees with a unanimous vote. He suggested investigating the insurance coverage on possible litigation with implementing impact fees.

Commissioner Thompson left the meeting at this time to attend a Human Resource Council meeting in Hamilton.

John recommended in the case of reducing a requested impact fee, for the Board to base the reduction on findings of fact.

Chip Pigman stated the first problem is with the roads. The county has to determine which roads are county roads. It is a tax on a citizen and the citizen should not pay the price. Commissioner Driscoll stated in an ideal community, there would be a clear, fact based plan.

Commissioner Rokosch stated this process will take time and to get the CIP funded. He would ask the Advisory Committee to look at it with the recommendations to the Board. He also requested to reduce the growth projections for students but to increase the construction costs. The numbers have to be looked at going into the CIP.

Commissioner Grandstaff asked for the Advisory Committee recommendations to the Board. John recommended starting to develop the language for a countywide ordinance. Meeting adjourned.